

**Town of Richmond**  
**Planning Board Public Meeting**  
**October 5, 2021      7:30 PM      Civil Defense Building**

**Members Present:**

Stacie Maillet (Chairman)  
Eric Duda  
Kathryn McWhirk  
Doug Bersaw (Selectman's Rep.)

**Members Absent**

Lloyd Condon (Vice Chairman)  
Doug Smith (Secretary)  
Jed Butterfield (Alt.)  
Jason Macdonald

Meeting called to order at 7:32 PM

**1. Public:**

No one from the public.

**2. Mail:**

SWRPC September 2021 Newsletter.

**3. Minutes September 7, 2021:**

Motion made by Chairman Maillet to accept the minutes as presented. Seconded by McWhirk. Two in favor. Two abstentions. Motion carries.

**4. Zoning Changes:**

Suggestion was made to ask to combine Richmond's Land and Use Variances into one single variance to follow the State of NH. Board agreed. Land Use Assistant will do more research on the subject.

Question was asked the difference between a Special Exception and a Variance. The variance is permission granted to use a specific piece of property in a more flexible manner than allowed by the ordinance. The Special Exceptions are specific, permitted land uses that is allowed when clearly defined criteria and conditions contained in the ordinance are met.

Bersaw shared with the Board that the Selectman had discussed and voted to have the Wetland setbacks put on the ballot this year. It didn't fail by much and they would like to try it again.

The Planning Board will meet on October 19, 2021, to review the proposed ordinance changes.

**5. Other:**

**Meeting Time Change:**

McWhirk asked if the Planning Board could change the time of their meetings to 7:00 PM. Especially, with it getting darker earlier. There was little discussion.

Motion made by McWhirk to change the Planning Board meeting time from 7:30 PM to 7:00 PM.

Seconded by Duda. All in favor. None opposed. Motion carries.

Motion made by McWhirk to adjourn the meeting. Seconded by Bersaw. All in favor. None opposed. Motion carries. Meeting adjourned at 7:58 PM.

Respectfully Submitted,

Kandace Mattson